

Job Description and Person Specification

Job Overview

- Supporting students in small groups or 1:1.
- Planning, leading and delivering lessons and enrichment opportunities for students.
- Use positive behaviour management strategies in line with the college's policy and procedures.
- Motivate and progress student's learning following guidance from senior leaders.
- Supporting assessment and evidencing learning.
- Monitoring and recording student's progress using the college's online management information system.
- Creating appropriate and stimulating learning resources.
- Maintaining a safe and positive environment for students.
- Championing the college's ethos and vision.

What the College Offers

- The opportunity of working within a supportive and friendly team.
- Opportunities for personal and career development.
- Work alongside a strong and supportive therapy team.
- Access to a free employee assistance programme.

Person Specification

- Support students with their physical and emotional needs, building confidence and skills, tailored according to the needs of each student.
- A proven ability to work on their own initiative.
- Experience of working with students with autism and complex needs including alternative communication.
- Demonstrate resilience.
- A flexible, can-do attitude and the ability to adapt to the needs of students.
- Willingness and ability to complete physical intervention training.

Process management

- Ensure that all relevant student information is stored and maintained securely.
- Promote and safeguard the welfare of students ensuring the Safeguarding Policy and processes are adhered to.
- Acknowledge and manage potential risks to students and create/review risk assessments.

Essential Qualifications

- A good standard of General Education to level 3 or equivalent
- HLTA qualification

Experience

- Working with vulnerable people including young people with learning disabilities and/or autism, complex needs
- Working with young people with challenging behaviours

Skills and Knowledge

- A commitment to Safeguarding, health and safety, data protection and equal opportunities.
- Ability to use Microsoft Office Software, email and internet.
- Confident in dealing with people at all levels in an organisation.
- Planning and delivery of fun, informative and appropriate sessions.

Attitude

- Able to cope with the physical demands of the role.
- High levels of resilience and ability to remain calm under pressure.
- To be punctual, meet the standards of attendance required and be good at timekeeping.
- Works well independently as well as being a good team player.

- Hold each student in high regard and have an attitude of success and 'can do' approach for everyone.

Attachments

- Application form
- Job Description and Person Specification

Safeguarding Statement

- The college is committed to safeguarding and promoting the welfare of children, young people and adults at risk and expects all staff and volunteers to share this commitment. The post is subject to Enhanced Disclosure and Barring Service checks. Applicants will be required to undertake pre-employment checks.